



## WIRELESS E-911 SERVICES BOARD

July 13, 2005

10:00 a.m.

110 S. 7<sup>th</sup> Street  
4<sup>th</sup> Floor Auditorium  
Richmond, Virginia 23219

Members Present:	Lem Stewart, Chairman Sheriff Ron Oakes Tracy Hanger Chief Henry Stanley John Howell	Pat Shumate Linda Cage Chief Michael Neuhard Fred Vincent David Von Moll
Remote:	Southwest Virginia	
Members Absent:	Robert Woltz Denise Smith	Captain John Furlough Gaylene Kanoyton
Staff Present:	Steve Marzolf, Coordinator Jerry Simonoff	Sam Keys, Analyst Terry Mayo, Assistant

### **1. CALL TO ORDER**

Mr. Stewart, Chairman, called the meeting of the Board to order at 10:00 a.m.

### **2. APPROVAL OF MAY MINUTES**

Mr. Stewart called for the approval of the May Minutes as written. Chief Stanley made a motion, seconded by Mr. Vincent, to approve the minutes for May; approved 10-0-0.

### **3. FINANCIAL REPORT**

Mr. Marzolf gave an update of the financial report for the May closing date, and informed the Board that May was an uneventful month except for one transaction (1 million dollars). Mr. Marzolf told the Board that he was not originally aware of this transaction. It was made by the Department of Accounts. This change was made by the 2004 Legislature. It covered all special funds. It was a policy to reduce the special funds throughout the Commonwealth.

Mr. Marzolf also informed the Board and public that Mr. Stewart sent a letter to the Secretary of Finance expressing his concerns about the impact this transfer may have on eligibility for federal funding. A copy of the letter was also sent to all Board members. Mr. Marzolf mentioned that there is a second \$1 million in the FY06 budget that is in the process of being transferred now. Mr. Stewart gave a brief explanation of the process to the Board members and attendees.

Mr. Marzolf mentioned the significant fund balance shown (see attachment). An administrative appropriation had to be done to make the final PSAP payments for FY2005. The PSAP payments were not put on the books until June. Also, the LMU settlements have not been made as of yet.

Mr. Marzolf and Mr. Stewart asked for questions from the Board and attendees. Chief Stanley and Linda Cage had questions concerning the report. Mr. Marzolf said that there was nothing the Board could do about FY2004. Linda Cage asked to be kept abreast of what is going on with the \$1 million transactions. Mr. Stewart and Mr. Marzolf both agreed to do so.

#### **4. CMRS MONTHLY STATUS SUMMARY**

Mr. Marzolf reminded the Board that at the last meeting in May he said that he would be looking at a new way of showing the status in the summary with a different format that focuses on what is yet to be done, and identify what the issues are that are preventing some PSAPs from deploying. Mr. Marzolf provided the Board with a copy of what the status summary will now look like (see attachment). Mr. Marzolf informed the Board that he has asked Sam Keys, Public Safety Analyst, to contact the localities in red to encourage them to make the request. Mr. Stewart asked if there were questions, and there were none.

#### **5. FY2005 ANNUAL REPORT PRESENTATION**

Mr. Marzolf gave the Board an overview about the code of Virginia. He reminded the Board that as a requirement of the duties of the Board, the Board must publish an annual report. In addition to the required sections of the report, this year he proposed adding a section on the future of 911. In reviewing the state of wireless deployment, Virginia now has 122 localities fully deployed with Phase I (see handout). There are approximately 711 possible deployments and 555 have now been deployed. Mr. Marzolf informed the Board that 99.25% all wireless subscribers now have Phase I and 93% have Phase II.

Mr. Marzolf reminded the Board that they are required to report on the need for wireless legislation. However, specific to wireless E-911, he is not recommending any legislative change for this year. The Board is also required to report on the sufficiency of wireless and wireline funding. The wireless fund is sound based on the Board's current funding policies. Sixty-five cents is what we need to operate on a yearly basis, but 75 cents is needed so long as the State Police continues to receive funded. With respect to wireline, the \$9.8 million that was appropriated in 1993 has been committed to the eligible localities and there is no need for additional funding. There are currently only seven localities not taking wireless calls directly.

Mr. Marzolf reminded the Board that he presented last month the vision of the future of E-

911 in the Commonwealth. He said he intended to seek a high level, general direction of where the Board sees us going as a Commonwealth. He recommended the chair form an ad hoc committee to refine those issues and draft specific legislative language. The Committee should meet at least three times before the September meeting to formulate recommendations. The recommendations should be considered at the September meeting for inclusion in the Annual Report which should include: Continue of locally managed and controlled PSAPs; Integrated Public Safety Network; Development and deployment of the next generation of 911 applications, and endorse technological neutrality. Mr. Marzolf is recommending the Board be given the coordination role for the future of E-911, leveraging the success of the wireless E-911 program to ensure that all Virginians have access to E-911 service. Mr. Stewart asked for the questions, and there were none.

Mr. Stewart called for the motion as to high level legislative direction and formation of the ad hoc committee. Mr. Howell made the motion, seconded by Chief Stanley; approved; 10-0-0.

Mr. Stewart appointed the following people to the committee: John Howell – Co-Chairman; Linda Cage – Co-Chairman; David Ogburn, Counsel for Verizon; Roger Wiley, VML, and Shannon Williams, Smith County. Mr. Stewart asked if there are any other Board members who desire to participate, and if so, they are welcomed to join.

## 6. **OLD BUSINESS**

a) PSAP Funding Changes Updated—Mr. Marzolf provided an update to the Board on each of the following issues from the March meeting of the Board: PSC staff was directed at two meetings ago to study costs of PSAPs and assist the PSAPs unable to fund the costs; PSC staff were directed to survey PSAPs for centralized procurement and execute if warranted; Endorsement of expanded PSC Division; continue monitoring of replacement formula issue; IT, GIS support personnel minimum funding; and also Director/Manager funding changes.

b) Verizon Wireless Service Contract—Mr. Marzolf informed the Board that the contract for wireless services, approved by the Board in July 2004, had finally been executed. Staff is in the process of executing a contract with Sprint for wireless services as well. Mr. Marzolf informed the Board that by negotiating a statewide contract the fund had already saved almost \$100,000 on trunking versus the state E-911 tariff.

c) IT/GIS Personnel Adjustments –Mr. Marzolf recommended adding \$10,000 to every locality for the recently approved IT and GIS personnel funding. He prepared a spreadsheet showing the current Board approval for FY06 (see hand-out), the increase to personnel costs and the removal of the Verizon trunking. The overall increase of funding to the PSAP is \$755,000. Mr. Stewart asked for questions from the Board and attendees, and there were none from the Board. Mr. Nibarger from Virginia Beach asked to address the Board. He advised that Virginia Beach procured E-911 services differently than other localities. Though he was recently provided a copy of the Verizon Contract, he had not had sufficient time to review it and asked the Board to table this issue to give them time. Mr. Marzolf reminded the Board that the contract was already signed, but that Virginia Beach's trunking costs could be maintained until they had time to review the contract. Mr. Stewart asked is there anything that would preclude the Board from moving forward with this issue. Bob Nibarger agreed to this course of action. Mr. Stewart asked for any additional questions, and

there were none. Mr. Howell made a motion, seconded by Chief Neuhard, to approve the revised FY2006 funding requests adding \$10,000 to each submission and subtracting the Verizon trunking costs with the exception of Virginia Beach; approved 10-0-0.

### **Other Old Business:**

Mr. Stewart asked about the statewide addressing funding he asked staff to look at. Mr. Marzolf said he has met with VGIN and they still have some funds that they are carrying into this year. He will be working with VGIN to identify the specific actions and funding needed for this new responsibility of the Board. A response will be provided to the Board in September.

## **7. NEW BUSINESS**

a) Next Generation E911 Pilot Project – Mr. Marzolf thanked the Board for the \$100,000 to fund the VoIP Pilot project, but announced that the FCC had recently changed the rules on VoIP. As a result, Mr. Marzolf terminated the pilot project with Verizon and Intrado before any costs were incurred. The funding has been returned to the wireless fund. Mr. Marzolf requested the Board approve \$200,000 for the first phase of a new project to establish a secure, managed IP-based network linking PSAPs in Northern Virginia. Potential partners for the project include MCI, NENA and Intrado. The network design will be the first phase of the project to be completed by December. The actual construction of the designed network will follow at some yet to be determined additional cost. Mr. Shumate asked how this relates to the UVA project already underway. Mr. Marzolf answered that it is complementary since the UVA project will result in an E-911 application that can utilize this new network.

Mr. Stewart asked for additional question, and there were none. He asked for a motion to approve. Chief Neuhard made a motion, seconded by Mr. Vincent, to approve up to \$200,000 for the proposed pilot project; approved 10-0-0.

b) Public Education Web Site – Mr. Marzolf showed a brief demonstration of Maine's E-911 public education web-site for kids. Mr. Marzolf is asking the Board to move forward with the development of a similar site for Virginia using the same vendor that was used in Maine. He is estimating the cost will not exceed \$60,000 to develop the site. Mr. Howell made a motion, seconded by Chief Stanley, to approve up to \$60,000 for the development of a public education website; approved 10-0-0.

c) FY2004 Schedule/Process Adoption. Mr. Marzolf advised the Board that based on the legislative change this year they are required to approve a schedule for the true-up process. He is recommending the true-ups be due to the Board by September 1 and that they be approved at the November meeting of the Board. Mr. Vincent made a motion, seconded by Mr. Von Moll, to approve the proposed schedule; approved 10-0-0.

Mr. Marzolf reminded the Board that FY2007 PSAP funding requests are due by October 1. As a result, the PSAP funding guidelines for FY2007 must be approved. He is recommending the same guidelines as last year with the modifications made during FY2005. Sheriff Oakes made a motion, seconded by Mr. Vincent to approve the guidelines as

recommend; approved 10-0-0.

8. **ADJOURN MEETING OF THE BOARD**

Mr. Stewart called for the motion that the meeting of the Board be adjourned. Chief Stanley made a motion, seconded by Mr. Shumate, to adjourn the meeting; approved 10-0-0. The meeting was adjourned at 12:06 PM.

Respectfully submitted,

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Approved by Board: \_\_\_\_\_  
(Date)